



BILLING CODE 3410-30-P

DEPARTMENT OF AGRICULTURE

Food and Nutrition Service

**Agency Information Collection Activities: Proposed collection; Comment Request – Form
FNS-13, Annual Report of State Revenue Matching (National School Lunch Program)**

AGENCY: Food and Nutrition Service (FNS), USDA.

ACTION: Notice.

SUMMARY: In accordance with the Paperwork Reduction Act of 1995, this notice invites the general public and other public agencies to comment on this proposed information collection which concerns the appropriation and use of State funds for the National School Lunch, School Breakfast and Special Milk Programs. This collection is a revision of a currently approved collection.

DATES: Written comments must be received on or before [insert date that is 60 days after publication in the Federal Register].

ADDRESSES: Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions that were used; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information

on those who are to respond, including use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.

Written comments may be sent to Jon Garcia, Acting Branch Chief, Program Analysis and Monitoring Branch, Food and Nutrition Service, U.S. Department of Agriculture, 3101 Park Center Drive, Room 640, Alexandria, VA 22302. Comments will also be accepted through the Federal eRulemaking Portal. Go to <http://www.regulations.gov>, and follow the online instructions for submitting comments electronically.

All written comments will be open for public inspection at the office of the Food and Nutrition Service during regular business hours (8:30 a.m. to 5 p.m. Monday through Friday) at 3101 Park Center Drive, Room 640, Alexandria, Virginia 22302.

All responses to this notice will be summarized and included in the request for Office of Management and Budget approval. All comments will be a matter of public record.

FOR FURTHER INFORMATION CONTACT: Requests for additional information or copies of this information collection should be directed to Jon Garcia at (703) 305-2600.

SUPPLEMENTARY INFORMATION:

Title: 7 CFR Part 210, National School Lunch Program.

Form Number: FNS-13.

OMB Number: 0584-0075.

Expiration Date: 2/28/2014.

Type of Request: Revision of a currently approved collection.

Abstract: FNS uses the Annual Report of State Revenue Matching, Form FNS-13, to collect data

on State revenue matching to meet the reporting required by 7 CFR 210.17(g). The Food and Nutrition Service administers the National School Lunch Program, the School Breakfast Program, and the Special Milk Program as mandated by the Richard B. Russell National School Lunch Act (NSLA), as amended (42 U.S.C. 1751, et seq.), and the Child Nutrition Act of 1966, as amended (42 U.S.C. 1771, et seq.). Information on school program operations is collected from State agencies on a yearly basis to monitor and make adjustments to State agency funding requirements. As provided in 7 CFR 210.17, each school year, State revenues must be appropriated or used specifically by the State for Federal school lunch program purposes. The amount that must be appropriated or used generally is at least 30% of the funds received by the State under Section 4 of the NSLA (42 U.S.C. 1753) during the school year beginning July 1, 1980, unless exemptions or waivers are met, as described in 7 CFR 210.17. The form is an intrinsic part of the accounting system currently being used by the subject programs to ensure proper reimbursement as well as to facilitate adequate recordkeeping. The FNS-13 form is provided to States through a web-based Federal reporting system and, 100 percent of the information is collected through electronic means. There are no changes required for the instructions on FNS-13. However, this revision made significant program adjustment to reporting burden hours as a result of automation and the advancement of State systems technology. The response time (estimated average number of hours per response) is decreased from the previously approved 80 hours to 8 hours and hence the total number of burden hours is reduced from 4,560 to 456 hours.

Affected Public: State agencies.

Estimated Number of Respondents: 57 State agencies.

Estimated Number of Responses per Respondent: 1.

Estimated Total Annual Responses: 57.

Estimated Time per Response: 8 hours.

Estimated Total Annual Burden on Respondents: 456 hours.

See the table below for estimated total annual burden for each type of respondent.

Respondent	Estimated # Respondent	Responses annually per Respondent	Total Annual Responses	Estimated Avg. # of Hours Per Response	Estimated Total Hours
Reporting Burden: State agency	57	1.00	57	8	456
Total Reporting Burden	57	1.00	57	8	456

Dated: August 30, 2013.

Audrey Rowe,
Administrator,
Food and Nutrition Service.

Attachment: Appendix A: FNS-13 Annual Report of State Revenue Matching

Appendix A

Sample Version of the Proposed FNS-13 and Instructions

FORM APPROVED OMB 0584-0075
Expiration Date: XX/XX/XXXX

U.S. DEPARTMENT OF AGRICULTURE
FOOD AND NUTRITION SERVICE

ANNUAL REPORT OF STATE REVENUE MATCHING

See Instructions on Reverse

Submit original to the Regional Administrator, Food and Nutrition Service. Retain one copy. Report must be submitted by October 31.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0075. The time required to complete this information collection is estimated to average 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

1. STATE	2A. STATE AGENCY	3. REPORT FOR SCHOOL YEAR ENDING	4. FINAL REPORT ("X" One)
	2B. AGENCY CODE (7 Digits)	June 30,	<input type="checkbox"/> YES <input type="checkbox"/> NO
NON-FEDERAL REVENUES (NOTE: Do not enter cents in Item 5. All amounts must be rounded to nearest whole dollar.)		5. STATE REVENUES TO BE COUNTED TOWARD THE STATE REVENUE MATCHING REQUIREMENT	
6. REMARKS			

7. CERTIFICATION

I certify that this report is true and correct to the best of my knowledge and belief.

8. SIGNATURE

9. TITLE

10. DATE SIGNED

FORM FNS-10 (07-13) Previous Editions Obsolete

Electronic Form Version Designed in Adobe 10.0 Version

No further monies or other benefits may be paid out under these programs unless this report is complete and filed as required by existing regulations (7 CFR - 210).

SBU

INSTRUCTIONS

PREPARATION AND DISTRIBUTION - Submit on-line via the Food Programs Reporting System (FPRS).

PURPOSE - This report provides data necessary to monitor the State Revenue Matching Requirement under the National School Lunch Program (NSLP).

REPORTING PERIOD - The period covered by this report shall be the school year (July 1 - June 30). The report must be submitted on-line via FPRS by October 31.

STATE AGENCY RESPONSIBILITIES - Each State agency is responsible for submitting a report on "actual data." Further, the State agency must provide, at the request of FNS, adequate corrections and/or clarifications on a timely basis.

All items are self-explanatory except.

ITEM 4 - If this is not a final report, indicate in the "Remarks" section why it is not the final report and when the final report will be submitted.

ITEM 5 - Enter the amount of non-Federal revenue applicable to the State Revenue Matching Requirement (SRMR). This refers to those revenues used specifically by the State for school nutrition program purposes (NSLP, SBP, and SMP in schools) as defined in the NSLP regulations and must be documented by an audit trail to ensure that revenues provided are used for the stated purpose. For example: funds appropriated by a State and used for reimbursing schools on a per-meal basis for meals served could be counted in this item.